

# Downtown Development Authority

## Brownfield Redevelopment Authority

Board Meeting  
Wednesday, August 3, 2016  
6:30 p.m.

Present were: Groves, Carr, Johnson, Honea, and Harrett  
Absent were: Mainprize, Blessing, Peterson, Soderstrom  
Staff Present: Jean-Buhrer, Waterworth  
Others: Doug Baldwin, Jacqueline DeFrancesco, Paula Schmidt

The following items were discussed:

1. The meeting was called to order by Groves at 6:30 p.m.
2. Public Comment

Doug Baldwin and Jacqueline DeFrancesco from Guido's Premium Pizza discussed their positive experience with Tuesday Tunes and is looking forward to participating again on August 23<sup>rd</sup>. They were happy with the turnout and enjoyed being able to walk around and enjoy the music.

3. **Approval of July 6, 2016 meeting minutes.**

The motion was made to recommend approval of the July 6, 2016 meeting minutes with a spelling correction by Johnson, supported by Carr. All approved by verbal vote. Motion carried.

4. **Tuesday Tunes on the Musical Mile - August 23, 2016**

Jean-Buhrer advised the banner will go up on Monday the 22<sup>nd</sup> and explained Back to the Bricks has the banner leading up to that date. The event will be advertised on Facebook on the DDA page as well as an ad in the View. Jean-Buhrer discussed advertising options on placemats that will be in the following restaurants: Big Boy, Palace, Big Johns (2 locations) Wally's and Courtyard Café. Cost for the ads are: Large \$279, Business card and a half \$220, Business card size \$160 and Tiny ad \$95. There will be 20,000 placemats printed. Groves commented that it is not a large price to pay if we can get it

out soon to advertise Tuesday Tunes. Johnson brought up the option of advertising on the back side of the arches and what the cost would be to modify the sign to accommodate banners. Jean-Buhrer will contact Crannie to find out options to add wires on the back of sign. Council will need to approve wires to hang. Carr finds the better investment would be to modify the sign if possible instead of the placemats.

**The Motion was made to authorize the City Manager, Jean-Buhrer to spend up to \$500 to create an option to hang banners on the backside of the Arches by Carr, supported by Honea. All approved by verbal vote. Motion Carried.**

#### **5. Master Plan Update**

Jean-Buhrer updated that she is still in the process of getting public input. The next Planning Commission meeting scheduled for Monday, August 15th will discuss addition to the Master Plan regarding Downtown and parking. Harrett suggested adding the survey link to the Facebook page.

#### **6. New Project or Idea(s)**

- a. Façade improvement and discussion - Scott Myers building \$3,000 past due. Looking at filing in small claims court.
- b. Business Recruitment and Retention Discussion - Jean-Buhrer advised a new City Video will be made in October featuring Bob Peterson's Fudge Shop and his experience being a new business in the City.
- c. Property Update and Discussion -
  - I. 11410 S. Saginaw Street -Received site plan and building permit.
  - II. Reid Road Apartments - City Attorney Walter Griffin is working with owners to finalize PUD.
  - III. 11236 S. Saginaw Street - Punch list will be brought to Planning Commission at next meeting to bring up to approved site plan.
  - IV. City Vacant Property - Promoting
- d. Redevelopment Liquor Licenses Discussion -Nothing to report
- e. Main Street Discussion- Nothing to report
- f. Flower Discussing - The plants are starting to spread out and fill in Honea suggested lowering the baskets on the pole in order for them to be seen better. Jean-Buhrer is discussing the options with DPW.

#### **7. Miscellaneous**

Jean-Buhrer discussed that the Farmers Market Manager Melissa Healey, will be going to the businesses promoting the Tuesday Tunes and getting donations

to create 5 gift baskets. People will be able to receive raffle tickets by visiting the different Tuesday Tune locations for a chance to win a basket. Jean-Buhrer is also working on filling in spaces with musicians to be in front of businesses even if they are not open during the event.

The meeting was adjourned at 6:54 PM

Respectfully Submitted,

Dianne M Waterworth  
Acting Recording Secretary  
Downtown Development  
Authority  
Brownfield Redevelopment  
Authority